

# Terms & Conditions

## Registration Information and Privacy

By registering to the EVPA Impact Week event(s) you agree that your personal information collected in relation to this event will be stored in EVPA's database for further communication regarding our activities.

### What personal information will EVPA collect and store?

- Full name
- Telephone number and e-mail address
- Payment information (billing address and payment method)
- Salutation (Mr. / Ms. / Unspecified)
- Profession (job title and organisation)

### Who can view or handle my personal information?

EVPA employees who have been trained to handle personal information properly will have access to your personal information. Access to EVPA systems and database is restricted by means of password authentication.

Your personal information will also be 1) transmitted to supporters of our events (European Commission, in compliance with EaSI Privacy Statement) and 2) processed by our trusted partners (Aanmelder.nl) with whom we have covered comprehensive data protection and data processing agreements.

By registering to this event you agree to appear on the delegate list with your full name and organisation name. The delegate list will only be seen by other participants.

### Handling of your organisation's information

You agree that EVPA uses the information you provide about the Sustainable Development Goals (SDGs) that your organisation focuses on in order to complete your member profile in EVPA's Member Directory on its website.

## Payment Policy

We do support payments by both credit card, Bancontact and bank transfer. Bank transfer shall be made against an invoice. The registration to this event is complete only once payment is confirmed.

Please note that a credit card transaction may take 24 to 72 hours to complete. Once the transaction is confirmed the issuing bank will debit the purchase amount from your bank account.

Your payment is the FINAL confirmation to reserve your place for EVPA activities.

All prices are listed in Euro and will be subject to Belgian VAT (21%). All payments must be made in Euro.

## Cancellation Policy

Please note that we will not refund the fee in case of cancellation or in case of no-show. For more details, please contact [conference@evpa.ngo](mailto:conference@evpa.ngo)

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